

DRAFT

## SPECIAL EVENTS PUBLIC SAFETY ORDINANCE

## PURPOSE

The provisions of this article are to ensure the publics' health, safety, welfare and property during the instance of a special event. No part of this regulation shall create an undue burden on any nonprofit, civic organization, for profit business, or religious organization. The Town of East Hampton has many organizations that hold special events that require additional notification of all the branches of emergency services and regulatory agencies in order to ensure safety.

## DEFINITIONS

Special event- Any public gathering, other than the normal ~~day-to-day~~ operation of the hosting organization, of more than ~~xxx~~ 1000 persons assembled at one time for one particular event.

Host- The individual(s) and/or organization(s) that sponsors the Special event.

Emergency services- refers to the East Hampton Police Department, Fire Department and Ambulance Association.

Regulatory agencies- Shall include but is not limited to the Health Department, Building Department and Fire Marshal.

## EXCEPTIONS

No organization or business shall be assessed a fee for their application. Family events and reunions shall be exempt from the provisions of this article.

## APPLICATION

The host must complete a Special Events form application and provide it to the Town Managers office a minimum of 5 business days prior to the event occurring. There will be no fee associated with the application and all applications shall be approved unless identified below in section (number) or the event is deemed unsafe or in violation by a head of any of the Emergency Services and/or Regulatory agency in accordance with any Connecticut General Statute.

## PENALTIES FOR OFFENSE

In the instance the Hosts fails to provide an application form in the following format will be followed for penalties:

First Offense- written warning

Second Offense- \$50 fine

Third Offense- \$100 fine

Fourth Offense- denial of any future application for one calendar year from the date of the event.

## APPEAL

In the instance that a fine is levied on the Host of an event they will have the opportunity to appeal the fine. Appeals will be directed in writing to the Town Managers office and will be heard by an appeals review committee consisting of:

- The Town Manager;
- A Council member from each of the represented political parties appointed by the Council Chair;
- The Chiefs of the Fire Department, Police Department and Ambulance Association.

The Appeals review committee decision shall be made in writing and will be final and binding.

DRAFT

DATE: \_\_\_\_\_



SPECIAL EVENTS PUBLIC SAFETY  
APPLICATION

HOST OF EVENT INFORMATION:

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_

EVENT INFORMATION:

LOCATION ADDRESS: \_\_\_\_\_

ESTIMATED NUMBER OF ATTENDEES: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_

DESCRIPTION OF EVENT AND ACTIVITIES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please return the Application to the Town Manager's Office at least 5 days prior to the Event.

**TOWN OF EAST HAMPTON**  
**BOARD OF FINANCE PROPOSED BUDGET FOR (THIRD REFERENDUM)**  
**July 1, 2015 - June 30, 2016**

	Actual 2012-2013	Actual 2013-2014	APPROVED 2014-2015	BOARD OF FINANCE PROPOSED 2015-2016	INCREASE/ (DECREASE)	2015 to 2016 Percent Change
<b>EXPENDITURES</b>						
EDUCATION	\$ 27,181,928	\$ 28,009,279	\$ 28,265,097	\$ 29,022,785	\$ 757,688	2.68%
TOWN OPERATIONS						
ADMINISTRATION & FINANCE	3,388,061	3,441,343	3,527,383	3,609,089	81,706	2.32%
PUBLIC SAFETY	2,174,023	2,178,837	2,252,873	2,360,247	107,374	4.77%
HEALTH & HUMAN SERVICES	378,220	383,307	413,007	421,885	8,878	2.15%
CULTURE & RECREATION	931,807	943,055	1,003,806	1,005,938	2,132	0.21%
REGULATORY	364,173	378,160	377,601	429,791	52,190	13.82%
PUBLIC WORKS	2,029,364	2,028,772	2,191,778	2,212,886	21,108	0.96%
TRANSFERS TO OTHER FUNDS						
VILLAGE WATER SYSTEM	23,532	23,532	13,532	-	(13,532)	-100.00%
OTHER FUNDS	30,000	35,000	35,000	37,500	2,500	7.14%
CAPITAL IMPROVEMENT	949,472	1,464,384	906,169	1,154,672	248,503	27.42%
DEBT SERVICE	1,133,973	1,076,026	1,299,680	1,122,717	(176,963)	-13.62%
<b>TOTAL EXPENDITURES</b>	\$ 38,584,553	\$ 39,961,695	\$ 40,285,926	\$ 41,377,510	\$ 1,091,584	2.71%
<b>REVENUES</b>						
FEDERAL REVENUES	\$ 100,424	\$ -	\$ 2,258	\$ -	\$ (2,258)	-100.00%
GRANTS - STATE OF CT (EDUCATION)	8,416,539	8,543,347	7,951,030	7,805,485	(145,545)	-1.83%
GRANTS - STATE OF CT (OTHER)	388,164	605,676	667,500	625,285	(42,215)	-6.32%
LICENSES, PERMITS AND FEES	391,211	460,763	423,140	427,190	4,050	0.96%
OTHER REVENUE	89,516	68,196	62,060	62,960	900	1.45%
INVESTMENT INCOME	20,298	18,492	25,000	22,500	(2,500)	-10.00%
PROPERTY TAX REVENUE (PRIOR YEARS)	824,528	927,841	1,011,800	1,017,000	5,200	0.51%
TRANSFERS FROM OTHER FUNDS	23,676	58,672	24,505	24,505	-	0.00%
VOLUNTEER TAX ABATEMENT	-	-	(64,000)	(60,000)	4,000	-6.25%
<b>TOTAL REVENUES (Before taxes &amp; fund balance)</b>	\$ 10,254,356	\$ 10,682,987	\$ 10,103,293	\$ 9,924,925	\$ (178,368)	-1.77%
<b>FUND BALANCE</b>						
PROPERTY TAXES (CURRENT)	\$ 28,461,186	\$ 29,256,063	\$ 30,182,633	\$ 31,452,585		
<b>TOTAL REVENUES</b>	\$ 38,715,542	\$ 39,939,050	\$ 40,285,926	\$ 41,377,510	\$ 1,091,584	2.71%
<b>NET GRAND LIST</b>	\$ 1,127,814,297	\$ 1,128,365,076	\$ 1,134,825,259	\$ 1,143,169,752		
VALUE OF MILL	\$ 1,103,151	\$ 1,104,669	\$ 1,112,129	\$ 1,120,306		
ESTIMATED COLLECTION RATE	97.90%	97.90%	98.00%	98.00%		
<b>CALCULATED MILL RATE</b>	25.97	26.63	27.14	28.07	0.93	3.43%



**TOWN OF EAST HAMPTON**  
**JULY 1, 2015 - JUNE 30, 2016**  
**ESTIMATED REVENUES**

	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Budget 2015-2016	Increase/ (Decrease)	Percent Change
<b>FEDERAL GRANTS</b>						
FEMA	\$ 100,424	\$ -		\$ -	\$ -	
Bulletproof Vest Grant		-	2,258	-	(2,258)	-100.0%
<b>Total</b>	<b>100,424</b>	<b>-</b>	<b>2,258</b>	<b>-</b>	<b>(2,258)</b>	<b>-100.00%</b>
<b>EDUCATION GRANTS - STATE</b>						
Education Cost Sharing	7,673,234	7,711,108	7,690,997	7,715,347	24,350	0.3%
Special Education Excess Cost	475,055	554,931	-	-	-	
School Transportation	80,122	91,276	79,261	72,232	(7,029)	-8.9%
Adult Education	17,051	20,061	17,355	17,906	551	3.2%
Principal/Interest Subsidy - Bonds	171,077	165,971	163,417	-	(163,417)	-100.0%
<b>Total</b>	<b>8,416,539</b>	<b>8,543,347</b>	<b>7,951,030</b>	<b>7,805,485</b>	<b>(145,545)</b>	<b>-1.83%</b>
<b>GENERAL OPERATING GRANTS - STATE</b>						
State Owned Property	113,312	107,111	114,551	111,380	(3,171)	-2.8%
Mashantucket Pequot/Mohegan grant	60,044	59,349	60,480	61,969	1,489	2.5%
Disability Tax Relief	1,275	1,267	1,200	1,245	45	3.8%
Elderly Tax Relief (Circuit Breaker)	45,704	45,253	45,000	47,000	2,000	4.4%
Veterans Exemptions	5,141	4,774	4,700	4,300	(400)	-8.5%
Youth & Family Services	16,100	16,137	16,100	16,100	-	0.0%
State Infrastructure (LOCIP)	97,371	-	-	-	-	
Town Aid Road	-	323,375	323,375	322,948	(427)	-0.1%
Grants for Municipal Projects (OPM)	-	17,816	17,816	18,943	1,127	6.3%
Property Tax Relief - Municipal Revenue Share	15,046	-	40,718	-	(40,718)	-100.0%
Telephone Access Line Share	31,943	30,455	31,900	30,400	(1,500)	-4.7%
Civil Preparedness	-	139	11,000	11,000	-	0.0%
Miscellaneous	2,228	-	660	-	(660)	-100.0%
<b>Total</b>	<b>388,164</b>	<b>605,676</b>	<b>667,500</b>	<b>625,285</b>	<b>(42,215)</b>	<b>-6.32%</b>
<b>TOTAL STATE FUNDING</b>	<b>8,804,703</b>	<b>9,149,023</b>	<b>8,618,530</b>	<b>8,430,770</b>	<b>(187,760)</b>	<b>-2.18%</b>
<b>LICENSES, FEES AND PERMITS</b>						
Town Clerk's Office	220,776	240,821	244,700	239,700	(5,000)	-2.0%
Police Department	14,515	11,574	8,200	8,500	300	3.7%
Tax & Assessing	1,956	1,449	1,700	1,300	(400)	-23.5%
Blasting Permits	95	205	100	100	-	0.0%
Animal Control Fees	615	542	600	500	(100)	-16.7%
Building Department	100,001	140,409	106,990	115,390	8,400	7.9%
Planning/Zoning Commission	4,490	1,150	1,000	1,500	500	50.0%
Zoning Board of Appeals	1,200	1,000	1,000	1,000	-	0.0%
Inland Wetlands Commission	1,935	3,295	2,500	2,500	-	0.0%
Public Works Department	134	40	100	50	(50)	-50.0%
Library Fees	2,918	3,074	3,000	3,000	-	0.0%
Middle Haddam Hist. District	150	275	250	250	-	0.0%
Park & Recreation	1,160	-	-	-	-	
CRRA recycle rebate	-	8,968	9,000	9,000	-	0.0%
Transfer Station Fees	41,266	47,961	44,000	44,400	400	0.9%
<b>Total</b>	<b>391,211</b>	<b>460,763</b>	<b>423,140</b>	<b>427,190</b>	<b>4,050</b>	<b>0.96%</b>

**TOWN OF EAST HAMPTON**  
**JULY 1, 2015 - JUNE 30, 2016**  
**ESTIMATED REVENUES**

	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Budget 2015-2016	Increase/ (Decrease)	Percent Change
<b>OTHER REVENUE</b>						
Finance Department	1,950	780	1,000	1,000	-	0.0%
Community Room Rental	600	50	400	150	(250)	-62.5%
Housing Authority (P.I.L.O.T)	12,417	13,329	12,500	12,500	-	0.0%
Sears Park Stickers / Boat Passes	16,852	7,864	3,000	3,000	-	0.0%
Pavilion Rental	975	750	600	750	150	25.0%
Library Receipts	10,144	8,765	10,000	10,000	-	0.0%
Cell tower rent	28,566	28,566	28,560	28,560	-	0.0%
Fire Marshall	200	18	-	-	-	-
Fire Department	500	-	-	-	-	-
Board of Education	6,569	-	-	-	-	-
Cemetery		500	-	-	-	-
Miscellaneous	10,743	7,574	6,000	7,000	1,000	16.7%
<b>Total</b>	<b>89,516</b>	<b>68,196</b>	<b>62,060</b>	<b>62,960</b>	<b>900</b>	<b>1.45%</b>
<b>INTEREST INCOME</b>						
	<b>20,298</b>	<b>18,492</b>	<b>25,000</b>	<b>22,500</b>	<b>(2,500)</b>	<b>-10.00%</b>
<b>PROPERTY TAX REVENUE - OTHER</b>						
Supp. Motor Vehicle	227,038	254,084	230,000	235,000	5,000	2.2%
Back Taxes	371,967	417,599	503,000	503,000	-	0.0%
Interest on back taxes	222,720	251,713	276,000	276,000	-	0.0%
Lien Fees	2,803	4,445	2,800	3,000	200	7.1%
<b>Total</b>	<b>824,528</b>	<b>927,841</b>	<b>1,011,800</b>	<b>1,017,000</b>	<b>5,200</b>	<b>0.51%</b>
<b>TRANSFERS FROM OTHER FUNDS</b>						
Capital Reserve Fund		34,879				
W.P.C.A. / Jt. Facilities (Interfund Service Charge)	23,676	23,793	24,505	24,505	-	0.0%
<b>Total</b>	<b>23,676</b>	<b>58,672</b>	<b>24,505</b>	<b>24,505</b>	<b>-</b>	<b>0.00%</b>
<b>VOLUNTEER TAX ABATEMENT</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$64,000)</b>	<b>(\$60,000)</b>	<b>4,000</b>	<b>-6.3%</b>
<b>FUND BALANCE DESIGNATION</b>						
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>CURRENT TAXES</b>	<b>28,461,186</b>	<b>29,256,063</b>	<b>30,182,633</b>	<b>31,452,585</b>	<b>1,269,952</b>	<b>4.21%</b>
<b>TOTAL REVENUES</b>	<b>\$ 38,715,542</b>	<b>\$ 39,939,050</b>	<b>\$ 40,285,926</b>	<b>\$ 41,377,510</b>	<b>1,091,584</b>	<b>2.71%</b>

**TOWN OF EAST HAMPTON  
BOARD OF FINANCE PROPOSED BUDGET FOR (THIRD REFERENDUM)  
JULY 1, 2015 - JUNE 30, 2016**

2015-2016

	FY 2015 to FY 2016			
	TOWN COUNCIL		BOARD OF FINANCE	
	Town Council Approved (2nd Referendum) 2015-2016	Board of Finance 3rd Referendum Changes	PROPOSED 2015-2016	Increase (Decrease) Percent Change
<b>ADMINISTRATION &amp; FINANCE</b>				
TOWN MANAGER'S DEPARTMENT	\$ 295,602	\$ 343,781	\$ 327,032	1.7%
COUNCIL - SPECIAL PROGRAMS	23,838	24,584	21,986	2.5%
FACILITIES ADMINISTRATOR	107,651	18,603	-	-
LEGAL DEFENSE & FEES	253,415	193,241	145,000	0.0%
TOWN HALL & HUMAN SVS. ANNEX	252,783	285,469	251,910	-3.6%
FINANCE AND ACCOUNTING	411,973	431,730	441,387	3.6%
COLLECTOR OF REVENUE	153,403	153,705	165,190	0.8%
ASSESSOR'S OFFICE	162,594	166,349	177,683	2.3%
BOARD OF ASSESSMENT APPEALS	475	991	1,938	-1.1%
TOWN CLERK'S OFFICE	179,532	172,806	162,807	0.0%
REGISTRARS/ELECTIONS	38,832	43,099	45,483	0.0%
PROBATE COURT	13,224	13,957	14,802	6.0%
GENERAL INSURANCE	250,940	282,132	320,450	16.5%
EMPLOYEE BENEFITS	1,180,988	1,239,070	1,355,422	-2.4%
INFORMATION TECHNOLOGY	62,811	71,826	76,293	15.7%
CONTINGENCY	-	-	20,000	150.0%
<b>TOTAL</b>	<b>3,388,061</b>	<b>3,441,343</b>	<b>3,527,383</b>	<b>2.32%</b>
<b>PUBLIC SAFETY</b>				
POLICE ADMINISTRATION	291,060	297,785	307,409	2.5%
POLICE REGULAR PATROL	1,337,727	1,310,423	1,359,746	7.3%
LAKE PATROL/BOAT REGISTRATIONS	11,018	4,843	3,716	4.5%
ANIMAL CONTROL	37,924	38,688	38,771	13.5%
STREET LIGHTING	55,512	55,301	59,000	0.0%
FIRE DEPARTMENT	255,443	273,642	280,313	-8.3%
FIRE MARSHAL	42,797	46,470	48,660	3.9%
TOWN CENTER FIRE SYSTEM	9,601	12,429	9,050	0.9%
E. HAMPTON AMBULANCE ASSOC.	7,479	2,619	6,500	0.0%
CIVIL PREPAREDNESS / L.E.P.C	9,805	16,025	15,068	2.0%



**TOWN OF EAST HAMPTON  
BOARD OF FINANCE PROPOSED BUDGET FOR (THIRD REFERENDUM)  
JULY 1, 2015 - JUNE 30, 2016**

**2015-2016**

	FY 2015 to FY 2016			
	Town Council Approved (2nd Referendum) 2015-2016	Board of Finance 3rd Referendum Changes	BOARD OF FINANCE PROPOSED 2015-2016	Increase (Decrease) Percent Change
COMMUNICATIONS SYSTEM	140,536	-	140,536	15,896 12.8%
<b>TOTAL</b>	<b>2,360,247</b>	<b>-</b>	<b>2,360,247</b>	<b>107,374 4.77%</b>
<b>HEALTH AND HUMAN SERVICES</b>				
CHATHAM HEALTH DISTRICT ASSESSMENT	121,341		121,341	5,528 4.8%
HUMAN SERVICES	116,593		116,593	1,390 1.2%
TRANSPORTATION	52,600		52,600	- 0.0%
SENIOR CENTER	118,651		118,651	510 0.4%
COMMUNITY SERVICES	5,250		5,250	- 0.0%
CEMETERY CARE	5,000		5,000	- 0.0%
COMMISSION ON AGING (New 2015)	2,450		2,450	1,450 145.0%
<b>TOTAL</b>	<b>421,885</b>	<b>-</b>	<b>421,885</b>	<b>8,878 2.15%</b>
<b>CULTURE AND RECREATION</b>				
PARK & RECREATION	396,681		396,681	7,892 2.0%
E H COMMUNITY CENTER	145,562		145,562	(11,887) -7.5%
E HAMPTON PUBLIC LIBRARY	441,195		441,195	5,577 1.3%
MIDDLE HADDAM LIBRARY	20,000		20,000	- 0.0%
ARTS & CULTURAL COMMISSION (New 2014)	2,500		2,500	550 28.2%
<b>TOTAL</b>	<b>1,005,938</b>	<b>-</b>	<b>1,005,938</b>	<b>2,132 0.21%</b>
<b>REGULATORY</b>				
PLANNING, ZONING & BUILDING	335,668		335,668	(12,393) -3.6%
ECONOMIC DEVELOPMENT	4,710		4,710	(4,576) -49.3%
CONSERVATION AND LAKE COMMISSION	85,201		85,201	69,516 443.2%
REDEVELOPMENT AGENCY	2,555		2,555	(249) -8.9%
MIDDLE HADDAM HISTORIC DISTRICT	1,657		1,657	(108) -6.1%
<b>TOTAL</b>	<b>429,791</b>	<b>-</b>	<b>429,791</b>	<b>52,190 13.82%</b>
<b>PUBLIC WORKS</b>				



**TOWN OF EAST HAMPTON  
BOARD OF FINANCE PROPOSED BUDGET FOR (THIRD REFERENDUM)  
JULY 1, 2015 - JUNE 30, 2016**

**2015-2016**

	FY 2015 to FY 2016			
	TOWN COUNCIL		BOARD OF FINANCE	
	Town Council Approved (2nd Referendum) 2015-2016	Board of Finance 3rd Referendum Changes	PROPOSED 2015-2016	Increase (Decrease) Percent Change
PUBLIC WORK DEPARTMENT	1,415,013		1,415,013	32,018 2.3%
ENGINEERING	61,500		61,500	1,500 2.5%
TOWNWIDE MOTOR FUEL	140,102		140,102	(40,427) -22.4%
TOWN GARAGE	78,907		78,907	1,715 2.2%
ROAD MATERIALS	358,750		358,750	8,750 2.5%
TRANSFER STATION	156,214		156,214	17,552 12.7%
SEPTAGE DISPOSAL	2,400		2,400	- 0.0%
<b>TOTAL</b>	<b>2,212,886</b>	<b>-</b>	<b>2,212,886</b>	<b>21,108 0.96%</b>
<b>TOTAL OPERATING BUDGET (TOWN)</b>	<b>10,086,347</b>	<b>(46,511)</b>	<b>10,039,836</b>	<b>273,388 2.80%</b>
<b>DEBT SERVICE (Includes tax exempt leases)</b>	<b>1,242,717</b>	<b>(120,000)</b>	<b>1,122,717</b>	<b>(176,963) -13.62%</b>
<b>CONTRIBUTIONS TO OTHER FUNDS</b>				
TRANSFER TO CAPITAL RESERVE FUND	1,034,672	120,000	1,154,672	248,503 27.4%
TRANSFER TO WATER FUND	-		-	(13,532) -100.0%
TRANSFER TO COMP. ABSENCES FUND	37,500		37,500	2,500 7.1%
<b>TOTAL</b>	<b>1,072,172</b>	<b>120,000</b>	<b>1,192,172</b>	<b>237,471 24.9%</b>
<b>EDUCATION</b>	<b>29,022,785</b>		<b>29,022,785</b>	<b>757,688 2.68%</b>
<b>TOTAL</b>	<b>\$ 41,424,021</b>	<b>\$ (46,511)</b>	<b>\$ 41,377,510</b>	<b>1,091,584 2.71%</b>

Note: The \$200,000 reduction to the Board of Education was recommended by the Board of Finance for the 2nd referendum.

Board of Finance  
Proposed Changes  
June 4, 2015

Revenue	Change	Comment
Education Cost Sharing	\$ 24,350	Revision due to adopted state budget
School Transportation	\$ (4,815)	Revision due to adopted state budget
Net change	\$ 19,535	
<b>Expenditures</b>		
Unallocated payroll	(7,000)	Revised estimate
Employee benefits (Health Ins.)	(39,511)	Enrollment changes
Debt (Lease payment)	(120,000)	Transfer remediation costs associated with the boiler project to Capital
Transfer to capital	120,000	See above
Net change	\$ (46,511)	

## EAST HAMPTON SPECIAL REVENUE FUNDS POLICY on USE of SURPLUS FUNDS

### Definition

Special Revenue Funds are one the four classifications of *Non-major Governmental Funds*. These funds include:

Fund	Funding Source	Function	Type
Septage Disposal	Septage fees	Accumulation of resources for debt payment	1
Water System	User fees	Water operations	1
Public Safety	Fees	Police outside services	2
Culture & Recreation	User Fees	Recreation programs	2
School Cafeteria	Sale of lunches & grants	Cafeteria operations	1
Education	Federal & State grants	Education related programs	1
Public Works	Federal & State grants	Public works projects	1
Community Development	Federal grants	Town development programs	1
Civic & Human Svs.	Federal & State grants	Civic & human services & capital related purposes	1
Beneficial Assessment	Assessments	Accumulation of resources for debt payments	1
WPCA Joint Facilities	Member town fees	Regional sewer facility operations	1
WPCA Operating	User fees	Sewer operations	1

Special Revenue funds are classified into two main types: (1) those whose source of funds are grants, bequests, donation, gifts or whose sources are restricted by local, state and federal guidelines, who are exempt from this **Policy**; and (2) those whose funds are generated from user fees which are subject to the provisions of this **Policy**.

Several of the Type (2) Special Revenue funds have accumulated excess or surplus funds annually or over several years.

## **Policy**

Departments subject to this Policy may request the use of excess funds to finance certain proposed capital projects which will reduce dependence on appropriations from general fund and lessen tax payer support. Such requests will be forthcoming by submission of request and need to the Town Manager who shall make his/her recommendation to the Board of Finance who shall make its recommendation to the Council for final approval.

On a quarterly basis, the Board of Finance shall review accumulated special revenue fund unrestricted balances for those funds designated Type (2) and where any unrestricted balance for a program exceeds 3.5% of the Police Patrol budget or 3.5% of the Parks & Recreation budget, shall recommend that such balance be transferred to the Capital Reserve Fund identified or reserved for future capital purposes relative to the source of the fund (i.e. police outside services for Public Safety). The recommendation must be approved by the Town Council before such transfer occurs.

Once transferred and deposited to the Capital Reserve Fund the Department must comply with the **Capital Reserve Fund Policy** prior to any expenditure.

Approved by the Board of Finance: June 16, 2014

Approved by the Town Council: September 9, 2014

Amended by the Town Council: September 23, 2014



<b>PARK AND REC PROGRAMS</b>					
<b>SPECIAL REVENUE</b>					
<b>ADULT &amp; YOUTH PROGRAMS</b>					
<b>FIVE YEAR HISTORY</b>					
<b>FISCAL YEAR 2009/2010</b>					
		<b>Balance</b>	<b>FY 2009/2010</b>	<b>FY 2009/2010</b>	<b>Balance</b>
		<b>at</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>at</b>
		<b>June 30, 2009</b>	<b>at 6/30/10</b>	<b>at 6/30/10</b>	<b>at 6/30/10</b>
26001	Adult Programs	29,409	23,524	(27,453)	25,480
26002	Youth Programs	91,394	150,457	(166,508)	75,343
<b>FISCAL YEAR 2010/2011</b>					
		<b>Balance</b>	<b>FY 2010/2011</b>	<b>FY 2010/2011</b>	<b>Balance</b>
		<b>at</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>at</b>
		<b>June 30, 2010</b>	<b>at 6/30/11</b>	<b>at 6/30/11</b>	<b>AT 6/30/11</b>
26001	Adult Programs	25,480	19,149	(21,967)	22,662
26002	Youth Programs	75,343	151,709	(140,555)	86,497
<b>FISCAL YEAR 2011/2012</b>					
		<b>Balance</b>	<b>FY 2011/2012</b>	<b>FY 2011/2012</b>	<b>Balance</b>
		<b>at</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>at</b>
		<b>June 30, 2011</b>	<b>at 6/30/12</b>	<b>at 6/30/12</b>	<b>at 6/30/12</b>
26001	Adult Programs	22,662	15,920	(18,080)	20,502
26002	Youth Programs	86,497	83,481	(110,511)	59,468
<b>FISCAL YEAR 2012/2013</b>					
		<b>Balance</b>	<b>FY 2012/2013</b>	<b>FY 2012/2013</b>	<b>Balance</b>
		<b>at</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>at</b>
		<b>June 30, 2012</b>	<b>at 6/30/13</b>	<b>at 6/30/13</b>	<b>at 6/30/13</b>
26001	Adult Programs	20,502	14,898	(23,261)	12,139
26002	Youth Programs	59,468	140,517	(172,087)	27,898
<b>FISCAL YEAR 2013/2014</b>					
		<b>Balance</b>	<b>FY 2013/2014</b>	<b>FY 2013/2014</b>	<b>Balance</b>
		<b>at</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>at</b>
		<b>June 30, 2013</b>	<b>at 6/30/14</b>	<b>at 6/30/14</b>	<b>at 6/30/14</b>
26001	Adult Programs	12,139	23,225	(22,909)	12,455
26002	Youth Programs	27,898	152,275	(158,091)	22,081
<b>tshulman - 5/27/15</b>					

**Board of Finance Agenda 6-4-2015**  
**Agenda Item: 5**

Resolved that the Board of Finance recommends to the Town Council a \$200,000 appropriation in the Capital Reserve Fund for costs associated with the removal of the water tower located on 1 Watrous Street. Said appropriation shall be funded equally through transfers from the following two capital reserve fund projects:

Upgrade unimproved roads #53003:	\$100,000
Road repair/maintenance #53001:	\$100,000

Further resolved, the Board of Finance recommends that any funds recovered from the property owner either directly or indirectly relating to the project be appropriated back to the two Public Works projects above. The recovered funds shall be appropriated on an equal basis.

DRAFT

## TOWN OF EAST HAMPTON

### Use of Emergency Alert System

**Purpose:**

On July 1, 2013 the Connecticut General assembly passed CGS 9-369b which dictates the use of emergency notification systems to notify residents regarding referendum and elections. CGS 9-369b expressly limits the use of such taxpayer funded systems to notify residents about a referendum. Furthermore, this statute limits the notification activity to only the Chief Executive Officer of the Municipality as long as there is approval from both the Towns Attorney and the legislative body (Town Council).

No other entity within the Town of East Hampton shall use a taxpayer funded Emergency Notification system for any purpose other than a defined Emergency. Individuals who do make a non-emergency call in violation, as deemed by the Town Council, in accordance with the Town Council Ever bridge Emergency Alert policy will be reviewed in accordance with the Section (**Determination**) below and if determined in violation assessed a personal fine consistent with Section(**Fine**).

**Definition:**

*Emergency notification system-* an electronic system that allows the operator to contact large groups of residents, who may or may not have signed up, with a single phone call. Some of these systems may be called Ever bridge or Alert now.

*Emergency-* A situation where human lives or property are in danger and/or an immediate change in daily operations that may significantly impact residents. (i.e. school closings, lock downs, bomb threats etc...)

**Determination:**

The purpose of this section is to ensure that fines are only leveled at individuals who knowingly violate this local law and CGS 9-369b. To be found in violation of this section and qualified for a personal fine the accused must meet three of the following criteria.

1. A tax payer funded emergency notification system was used by the accused to notify a group of residents;
2. The emergency notification system was used by the accused without the express consent of the Town Council for a non-emergency 30 calendar days prior to a referendum;
3. The use of the emergency alert system caused a real or perceived attempt to persuade a vote;
4. The message sent through the emergency alert system was found to be in violation of CGS 9-369b.

**Fine:**

Anyone found in violation of this fine shall pay \$2,000 to the general fund.





STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION

AGENDA  
ITEM # 9a



2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546

Phone:

January 19, 2015

Mr. Michael Maniscalco  
Town Manager  
Town of East Hampton  
20 East High Street  
East Hampton, Connecticut 06424

Dear Mr. Maniscalco:

Subject: Master Municipal Agreement for Construction Projects

The Connecticut Department of Transportation (Department) is pleased to introduce a new way of doing business with the municipalities of Connecticut. The enclosed Master Municipal Agreement for Construction Projects (MMAC) is the first in a series of agreements that will fundamentally improve how the Department conducts business with its municipal partners by dramatically streamlining the agreement process.

It is anticipated that once an MMAC is executed with your municipality, project specific information and monetary terms will be set forth in a Project Authorization Letter (PAL) issued by the Department to the municipality for individual construction projects. PALs are expected to take only days to execute, as opposed to the numerous months currently required executing individual project agreements.

This ten-year term MMAC covers both municipally advertised construction projects, as well as projects advertised by the Department on behalf of municipalities. Since the requirements differ, depending on who advertises and awards the construction contract, this MMAC is designed to address both scenarios. The MMAC includes standard terms, conditions and contracting "boiler plate" language that should govern all municipal construction projects involving the Department which are undertaken throughout the ten-year term.

Although the Department may not have a construction project in your municipality at this time, execution of this agreement will streamline future project specific business with the Department.

It is my great hope that you will sign the enclosed agreement and join the Department in this new and innovative way of doing business that will improve delivery of Department services to its customers.



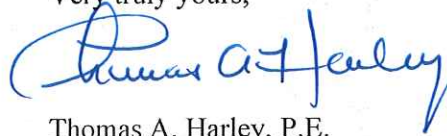
Mr. Michael Maniscalco

-2-

January 19, 2015

Please process the MMAC in accordance with the enclosed instructions and return the agreement, along with your authority to sign, to Mr. Hugh Hayward, Highway Design – Local Roads, at the letterhead address. If you have any questions, please contact Mr. Hugh Hayward at (860) 594-3219.

Very truly yours,



Thomas A. Harley, P.E.  
Chief Engineer  
Bureau of Engineering and Construction

Enclosure

## **RESOLUTION**

RESOLVED, that Mr. Michael Maniscalco, Town Manager, is hereby authorized to sign the Agreement entitled "Master Municipal Agreement for Construction Project".

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF EAST HAMPTON, CONNECTICUT, THIS 9<sup>TH</sup> DAY OF JUNE, 2015.

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Sandra M. Wieleba, Town Clerk  
Town of East Hampton

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Date



June 5, 2015

To: The East Hampton Town Council

Documentation of the below listed tax refunds are available in the Tax Office for your review if you so desire. The refunds total \$193.10.

Thank you for your assistance.

*Nancy Hasselman, CCMC*

Nancy Hasselman, CCMC  
Collector of Revenue

0 * C
0 * C
124 * 03 +
69 * 07 +
193 * 10 *
0 * C